

**Frontier Culture Museum Board of Trustees**  
**Executive Committee – Lower Octagonal Barn**  
**Draft Minutes**  
**October 26, 2022, 9:30 a.m.**

**Members Attending:**

Ron Capps, Emmett Hanger, Ned Ruby, Emmett Toms, Peggy Sheets, Paul Vames, Ken Venable

**Members Absent:**

Bill Sibert

**Guests Attending:**

David Trainum

**Staff Attending:**

Lydia Volskis

**I. Call to Order and Welcome**

Mrs. Peggy Sheets

Board and Committee Chair Peggy Sheets called the meeting to order at 9:30 a.m.

**II. Approval of August 2022 Minutes**

Mrs. Sheets

He continued that the Museum may create

Mr. Vames made a motion that the minutes be approved as distributed. The motion was seconded by Mr. Toms, there was no discussion and the motion passed unanimously.

**III. Retreat, Updates and Discussion**

Mrs. Sheets

Mrs. Sheets gave an update on the progress of Board and Senior staff retreat plans, reminding the group that the first session will be on Wednesday November 16 from 3-5 in the lower Octagonal Barn or virtual.

She said that the administration building renovation will begin with those with first floor offices moving to temporary locations on November 2. She also said that no one will be able to park in the lower administration building lot while construction is underway due to work trucks and a dumpster parking there.

The rescheduled Oktoberfest is set for this Sunday and the weather forecast looks promising.

Mrs. Sheets said that Marketing Director Alex Thymmons has resigned to accept another opportunity but will stay involved helping with the capital campaign. She said that we will make plans to fill the position in early 2023. She said that the Museum may rework the position of Deputy

Director and hire someone in early 2023. This position would oversee the program departments and possibly the Visitors Center. This would be a light reorganization to position the Museum for the next few years.

Mrs. Sheets reviewed the search committee's work and the qualifications that they sought in a new Executive Director and said that the search committee will present one candidate to the Executive Committee as their first choice to fill the job. She mentioned that the Museum is working under a salary cap set by legislation and will work to lift the cap during the next legislative session. She said that the candidate will arrive at the meeting shortly.

Senator Hager asked how the Secretary of Education's visit went, and Mrs. Sheets said that it went very well, and that the Secretary asked how she could help the Museum. Mrs. Sheets explained to her that the Museum is awaiting the authorization letter regarding the appropriated funds to begin work on the Crossing Gallery. Mrs. Sheets also mentioned that interpreter Alex Tillen had a photo op with Governor Youngkin recently when the Governor visited Blue Ridge Lumber. Alex showed the Governor how to use a wooden beetle to split an oak log.

Mr. Norman "Butch" Smiley arrived at the meeting.

#### **IV. Closed session**

Committee

At 10 a.m., Mr. Toms said:

*I move that the Executive Committee of the Board of Trustees of the Frontier Culture Museum of Virginia enter closed session for:*

- 1. Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community, pursuant to the exemption in Virginia Code § 2.2-3711(A)(5) and related to the potential sale or lease of real property conveyed by the Museum to the American Frontier Culture Foundation.*

*And/or*

- 2. Personnel matters regarding the hiring of an Executive Director*

The motion was seconded by Mr. Capps, there was no discussion and the motion passed unanimously. Ms. Volskis was asked to remain in the meeting.

At 10:50 a.m. Mr. Toms said:

*I move that the Board enter open session.*

The motion was seconded by Mr. Venable, there was no discussion and the motion passed unanimously.

Mr. Toms said:

*Whereas the Executive Committee of the Board of Trustees of the Frontier Culture Museum of Virginia convened in closed meeting on October 26, 2022, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act.*

*NOW BE IT RESOLVED, in accordance with Virginia Code § 2.2-3712, that the Executive Committee of the Board of Trustees of the Frontier Culture Museum hereby certifies that, to the best of each member's knowledge:*

*(1) only public business matters lawfully exempted from open meeting requirements under Virginia law, and*

*(2) only such public business matters as were identified in the motion by which the closed meeting was convened*

*were heard, discussed, or considered in the closed meeting of the Board of Trustees of the Frontier Culture Museum of Virginia.*

The motion was seconded by Mr. Venable, there was no discussion, and each member affirmed verbally that no other matters had been discussed.

Mr. Ruby said:

"I move that the Executive Committee authorize Trustees and Committee Chair Peggy Sheets to enter into and finalize contract negotiations with the first-choice candidate for Executive Director of the Frontier Culture Museum, keeping the Committee informed of any pertinent details and the candidate's acceptance of the contract and position. She may choose one Member of the Executive Committee to assist her in this process. Upon notification of the Committee of the signed contract, Mrs. Sheets is further authorized to inform the staff, full Board and the public of the new Executive Director's name at a date and time acceptable to the Museum and the candidate."

The motion was seconded by Mr. Capps, there was no discussion and the motion passed unanimously.

## **VII. Next Meeting Date**

Committee

The next meeting is set for Wednesday November 30<sup>th</sup> at 9 a.m. in the Lecture Hall

## **VIII. Adjournment**

Mrs. Sheets

The meeting adjourned at 10:55 a.m.